

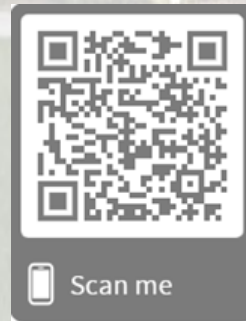
RRIP will increase awareness of housing standards within the Town of Whitestown among existing and future property owners, managers, and renters.



Ordinance 2014-25

The intent of the ordinance establishing the Rental Inspection and Inspection Program (RRIP) is to safeguard the health, safety, and welfare of the community plus set forth a standard as being that the basic human needs are met to ensure the comfort and well-being of the leesor.

Whitestown Building Department
6210 Veterans Drive, Room 200
Whitestown, IN 46075



RENTAL REGISTRATION & INSPECTION PROGRAM (RRIP)



Building Department: Rental Division

Rental Registration Program

Program Purpose

The Rental Registration Program was established through Ordinance 2014-25 and requires all residential rental properties within the Town of Whitestown to be registered. The Ordinance's purpose is to safeguard the public health, safety, and welfare of the citizens of the Town. It establishes a base standard to prevent or correct blighted conditions that presently exist or could exist in the future.

Through routine inspections, the Town will warrant that properties are kept in safe and habitable manner, in compliance with all applicable building codes.

The program will be another tool to protect the character of the neighborhoods while encouraging landlords to be accountable for issues such as maintaining safe and sanitary conditions.

Frequently Asked Questions

How do I obtain a registration application?

Applications are available on the Town's website: (Government>Departments>Building & Code Services). The fee is \$5.

Do I need to register my property every year?

No. A change in ownership requires a new application and registration. The fee is \$5.

Am I required to appoint a property management company?

No. The owner should keep their contact information updated with the Building Department to receive notifications of complaints, damages, emergencies, sub-standard conditions, or other communications, including service of process.

How often are inspections?

The Ordinance requires that all residential rental occupancies receive an inspection before a tenant moves in. The inspection fee is \$125 each time.

When can Whitestown utility services be transferred?

The Whitestown Utility Office will require a "Proof of Inspection". This form will be needed by the tenant to transfer utility service into the tenant's name. The form will be provided once the rental property has received inspection, all items have been completed on that inspection, and the applicable \$125 inspection fee is paid. Once completed, a "Rental Certificate of Occupancy" and a "Utilities Transfer Inspection Form" (UTI) will be issued. Both can be picked up from the Whitestown Municipal Complex. The property must be registered in order to have an inspection. Whitestown Utilities will not be transferred into a new tenant's name without the *Proof of Inspection and UTI*.

As a tenant, can I make a complaint?

Yes. Contact the Whitestown Building Department: Rental Division at 317.732.4533.

How does this program benefit me as a tenant?

By establishing a minimum housing standard of rental property ensures complaints are dealt with in a timely manner and property is maintained in a safe and habitable condition.